

Comparisons of Job Characteristics

Focus Occupation: Training and Development Specialists (13-1073)

Associated Occupation: Instructional Coordinators (25-9031)

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

Knowledge

Similarity of Focus Occupation to Associated Occupation: 92

Focus Occupation: Training and Development Specialists (13-1073)

Associated Occupation: Instructional Coordinators (25-9031)

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Education and Training	9.2	24.6	23.5	0	Current knowledge level may be sufficient
English Language	11.2	20.8	18.4	<	Expanded education and/or training may be required
Psychology	6.4	14.3	12.5	<	Expanded education and/or training may be required
Personnel and Human Resources	5.6	14.2	12.8	<	Expanded education and/or training may be required
Administration and Management	8.4	13.4	14.4	0	Current knowledge level may be sufficient
Clerical	7.3	12.9	13.5	0	Current knowledge level may be sufficient
Sociology and Anthropology	4.1	12.1	11.5	0	Current knowledge level may be sufficient
Communications and Media	5.3	11.3	11.7	0	Current knowledge level may be sufficient
Therapy and Counseling	3.8	11.3	6.1	<<	Extensive education and/or training may be required
Philosophy and Theology	3.2	9.6	5.1	<<	Extensive education and/or training may be required
Foreign Language	2.7	7.6	3.9	<<	Extensive education and/or training may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Skills

Similarity of Focus Occupation to Associated Occupation: 88

Focus Occupation: Training and Development Specialists (13-1073)

Associated Occupation: Instructional Coordinators (25-9031)

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
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Reading Comprehension	10.7	16.2	14.0	<	A higher skill level may be required
Learning Strategies	7.2	15.2	15.2	0	Current skill level may be sufficient
Speaking	10.8	15.1	14.4	0	Current skill level may be sufficient
Writing	9.2	14.6	12.3	<	A higher skill level may be required
Monitoring	9.9	13.9	13.2	0	Current skill level may be sufficient
Active Learning	8.7	13.6	11.1	<	A higher skill level may be required
Instructing	7.8	13.2	14.3	0	Current skill level may be sufficient
Coordination	9.1	12.9	12.0	0	Current skill level may be sufficient
Time Management	8.9	12.8	11.2	<	A higher skill level may be required
Service Orientation	7.9	11.5	11.2	0	Current skill level may be sufficient
Management of Personnel Resources	6.9	11.1	10.0	<	A higher skill level may be required
Negotiation	6.8	11.1	8.6	<	A higher skill level may be required
Persuasion	7.4	10.7	8.6	<	A higher skill level may be required
Systems Evaluation	6.4	10.3	10.1	0	Current skill level may be sufficient
Management of Material Resources	3.7	6.2	5.3	<	A higher skill level may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Abilities		Similarity of Focus Occupation to Associated Occupation: 98			
Focus Occupation: Training and Development Specialists (13-1073) Associated Occupation: Instructional Coordinators (25-9031)					
Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
Written Comprehension	11.0	17.0	13.7	<<	Extensive improvement in abilities may be required
Oral Comprehension	12.5	15.7	14.6	0	Current ability level may be sufficient
Oral Expression	12.4	15.7	16.0	0	Current ability level may be sufficient
Written Expression	9.8	15.4	14.3	0	Current ability level may be sufficient
Deductive Reasoning	10.6	12.9	11.5	<	Some improvement in abilities may be required
Speech Clarity	10.2	12.9	15.0	>	Current ability level is likely sufficient
Inductive Reasoning	10.2	12.8	11.4	<	Some improvement in abilities may be required
Information Ordering	9.9	12.2	10.2	<	Some improvement in abilities may be required
Originality	7.6	12.0	11.8	0	Current ability level may be sufficient
Fluency of Ideas	7.6	11.1	10.1	0	Current ability level may be sufficient
Memorization	5.6	8.9	8.1	0	Current ability level may be sufficient
Time Sharing	6.6	8.5	7.1	<	Some improvement in abilities may be required
Speed of Closure	5.9	8.2	5.8	<<	Extensive improvement in abilities may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Activities that Both Occupations Have in Common

Similarity of Focus
Occupation to Associated
Occupation: 82

Focus Occupation: Training and Development Specialists (13-1073)
Associated Occupation: Instructional Coordinators (25-9031)

Work Activities	Exclusivity of Activity
Conduct training for personnel	30
Convert information into instructional program	38
Develop course or training objectives	42
Develop instructional materials	38
Develop training programs	85
Direct and coordinate activities of workers or staff	3
Evaluate performance of employees or contract personnel	54
Make presentations	13
Organize educational material or ideas	41
Train instructors in training techniques	95
Use oral or written communication techniques	1
Use public speaking techniques	13
Use teaching techniques	29

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Tools and Technologies that Both Occupations Have in Common

Similarity of Focus
Occupation to Associated
Occupation: 94

Focus Occupation: Training and Development Specialists (13-1073)
Associated Occupation: Instructional Coordinators (25-9031)

Tools and Technologies	Exclusivity
Business function specific software	1
Computers	1
Content authoring and editing software	1
Content management software	6
Development software	4
Educational or reference software	12
Information exchange software	1
Network applications software	1
Projectors and supplies	13

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.